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| <h1 style="text-align: center;">横須賀基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT</h2> | | 広報番号： Announcement No. | SRFJRMCMC-162-09 |
| | | 募集締切日： Closing Date | 24 Sep 09 1 st Cut-off: 13 Aug 09 2 nd Cut-off: 3 Sep 09 |
| | | 発行日： Date of Issue | 24 Jul 09 |
| 1.職種名 Job title (等級 Grade <u>7</u> / 語学等級 LAD <u>4</u>) Engineering Technician (Electrical), #544 エンジニアリング専門職(電気) 受諾可能な下位等級 Acceptable Trainee Level: 1-5 <input checked="" type="checkbox"/> 事務系 <input type="checkbox"/> 技能系 <input type="checkbox"/> 保安系 <input type="checkbox"/> 医療系 Administrative Blue Collar Trade Security Medical | | 募集人数 No. of Recruitment 1 名 | 4.募集範囲 Area of Consideration <input checked="" type="checkbox"/> 現 MLC/IHA 従業員 (部隊内) Current MLC/IHA Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current MLC/IHA Employee in commuting distance <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current MLC/IHA Employee Japan Wide <input checked="" type="checkbox"/> 外部 Off Base Applicant |
| 2.部隊 Activity U. S. Naval Ship Repair Facility, Yokosuka & Japan Regional Maintenance Center (SRF-JRMC) Engineering & Planning Dept. (C-200) HM & E Fleet and Industrial Support Division (C-280) Electrical Power Branch (C-283) 勤務場所 Working Place 横須賀市 泊町 Tomari-cho, Yokosuka | | 5.雇用の種類 Type of Employment <input checked="" type="checkbox"/> MLC <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (__ ヵ月 Months) | |
| 3.勤務時間 Work Schedule (週 <u>40</u> 時間制hrww) 勤務日 Work Days : Monday thru Friday 勤務時間・休憩 Work Hours/Recess Period 08:00 – 16:45/12:00 – 12:45 <input type="checkbox"/> 夜勤 Night Shift <input checked="" type="checkbox"/> 残業 Overtime <input checked="" type="checkbox"/> 出張 Business Travel | | | |
| 6.職務内容 Duties : <p style="text-align: center;">See attached list.</p> | | | |
| 7.資格要件／身体条件 Qualification / Physical Requirements a. One year of specialized technical or administrative work experience equivalent at 1-6 level in the related work. If applicant does not have such specialized experience, possession of Doctorate Degree in accredited Graduate School in related fields may qualify him/her at 1-7 level. b. Knowledge of electrical power generation and distribution system design, electrical motors/controllers electrical/electronic control and indication systems used in various ships. c. Knowledge of engineering principles, techniques, methods, and precedents gained through technical experience in the field of electrical engineering. d. Skill in operating personal computer such as MS Word, Excel, PowerPoint, etc. e. Ability to conduct inspections, test, and analysis to develop technical recommendation or to resolve conflicting information in the technical references. f. Ability to provide OJT and formal Electrical Systems training to SRF-JRMC personnel. g. Ability to speak, read, and write English and Japanese at exceptional proficiency level (LAD-4.) *An applicant who does not fully meet the qualification requirements stated above may be considered at a lower grade level as below: 1-6: a. One year of specialized technical or administrative work experience equivalent at 1-5 level in the related work. If applicant does not have such specialized experience, possession of Master's Degree in a related field may qualify him/her at 1-6 level. 1-5: a. One year of clerical, technical, or administrative work experience equivalent at 1-4 level in the related work. If applicant does not have such work experience, completion of 4-years college/university in a related field may qualify him/her at 1-5 level. *A handicapped applicant may be accepted, depending on the degree and kind of disability. | | | |
| 英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input type="checkbox"/> 上級 Advanced <input checked="" type="checkbox"/> 特段の能力 Exceptional | | | |
| 学歴 Educational Background : See blocks 7 & 8 | | 免許証／修了証 License/Certificate Required : 7/8 欄参照 See blocks 7 & 8 | |

| 8.提出するもの Application and Associated Documents | | 職務状況 Working Condition |
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| * <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience *の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either <input type="checkbox"/> 運転免許証の写し Copy of Driver's License <input type="checkbox"/> 修了証／証明書の写し Copy of Certificate <input checked="" type="checkbox"/> 英語の能力を証明するものの写し Certificate of English Proficiency (Copy) <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.) <input checked="" type="checkbox"/> 日本国籍以外の方は、外国人登録証及びパスポート/査証のコピー For non-Japanese citizen applicant, copy of Alien Registration and Passport/Visa Copy | | |
| 9. 応募書類提出先 Office to Submit 内部（現 MLC/IHA 従業員）と外部（非従業員）では、提出先が違います。上記必要提出物をお間違えの無い様、郵送/提出して下さい。募集締切日必着。（HRO 日本人雇用課ゲート事務所カウンター下の応募用紙提出箱へは午前 0600 時より、午後 0600 時まで提出可能です。） Office to submit is different for Current MLC/IHA Employees versus Off Base Applicants. Please ensure to submit required application documents to the right office. Applications must be received by the closing date of the Vacancy Announcement. (Application Drop Box under the HRO Gate Office counter is accessible from 0600hrs to 1800hrs.): （注意）上記項目 4 番の“募集範囲”が現 MLC/IHA 従業員の場合、外部（非従業員）からの応募書類は無効となりますのでご注意ください。 When item #4, “Area of Consideration” above shows “Current MLC/IHA employees” only, Off Base applicants will be rated ineligible. 1. 内部（現 MLC/IHA 従業員）提出先 Current MLC/IHA Employees must submit to: 〒238-0001 神奈川県横須賀市泊町 1 番地, Box 22 〒238-0001 1 banchi Tomari-cho, Yokosuka, Box 22 米海軍横須賀基地日本人雇用課 (N132) COMNAVFJORJAPAN, Human Resources Office (HRO) Yokosuka 内線/Extension 243-8152 JN Employment Division (N132) 2. 外部（非従業員）提出先 Off Base Applicants must submit to: 〒238-0011 神奈川県横須賀市米が浜通 1-6 村瀬ビル 4 階 〒238-0011 Murase-Bldg. 4F, 1-6 Yonegahama-dori, Yokosuka (独)駐留軍等労働者労務管理機構横須賀支部 (LMO/IAA) Yokosuka Branch of LMO/IAA 管理第一係 Management Section 電話番号 Phone 046-828-6959 受付時間：月曜—金曜、0830-1730（日本の祭日を除く） Operating Hours: Mon-Fri, 0830-1730 (Closed on Japanese Holidays) *雇用条件等のご質問はこちらにお問い合わせ下さい。 Please contact LMO/IAA for questions on conditions of employment. | | |
| 10. 事務処理欄 For Official Use | | |
| 募集部隊担当者 Activity POC : SRFJPMC, CODE 1160 | | 軍電 (DSN) 243-4553/243-4554 |
| PD No.: SRFJPMC-283-001 | PD is accurate and current. Certified by Activity: gg | HRO: (rcvd: 7/20) jt 7/21 ms 7/22 |

応募要項を満たしていない場合、選考の対象になりません。Incomplete applications will not be considered.
 提出された応募書類はお返ししません Submitted applications will not be returned.

**Code 283 – Electrical Systems Specialist
MLC 1-7 Task List**

The Electrical Systems Specialist reports to the Electrical Systems Branch Head for technical oversight, administration and coordination of essential products and services. This position requires expert technical knowledge of the fundamentals of Electrical power generation and distribution system design; electrical motors/controllers and electrical/electronic control and indication systems used on various types of ships utilizing Steam, Diesel and Gas Turbine propulsion systems. The Electrical Systems Specialist acts as a technical project consultant who exercises sound technical judgment in analyzing and developing solutions for electrical/electronic systems operation, maintenance or repair problems. Completed work is considered to be technically authoritative and the specialist is provided with more detailed assistance only in unusual situations that do not have clear precedents. This position serves as an initial technical point of contact for electrical work performed by the SRF-JRMC shops or contracted to MSR contractors. Major tasks are as follows:

1. TECHNICAL SUPPORT

- a. Technical Assistance - Provides technical direction and guidance to Ships Force, shops, codes, ShipSupt and Project Teams to resolve complex electrical systems maintenance or repair issues including solutions that take into account availability of repair material and components, production shop capabilities, ship's schedules, etc. Prepares written technical direction in the form of Work Procedures or Condition Reports. Applies technical knowledge and Joint Fleet Maintenance Manual (JFMM) work control requirements, to select appropriate technical, material and workmanship requirements from manuals, drawings, bulletins, etc. Performs system level troubleshooting, inspections, measurements, tests, evaluates equipment and material condition, consults references drawings, manuals, scientific and engineering standards and methods, and applies sound engineering judgment and principles to develop technical recommendations or to resolve conflicting information in the technical references. Confers with NAVSEA, NSWCCD-SSES, Original Equipment Manufacturers (OEM), other Regional Maintenance Centers, contractors, etc., to develop workable solutions to complex technical issues and formalizes agreements into work procedures or Condition Reports. 70%
- b. Production Support -- Evaluates work requests to determine if shop personnel are qualified to accomplish the work item. In cases where the shop is not qualified to accomplish the work item provides on-site support for inspection, maintenance or repair tasks or, coordinates with other Regional Maintenance Centers to provide the required expertise. Assists system experts brought into the SRF-JRMC during performance of the work item in order to increase his/her troubleshooting, maintenance and repair capabilities.
- c. Advance planning - Analyzes incoming work to determine if it's within the Electrical Systems Boundary and develops a Work Procedure to accomplish the work item. Provides technical guidance to the Engineering and Planning Division in development of work specifications and repair parts procurement. Analyzes unique technical issues, workload conflicts and scheduling issues and provides recommended solutions to Engineering management.
- d. Departure From Specification (DFS) - Researches and develop DFS requests when SRF-JRMC work will not meet technical or material requirements. Evaluates the merits of the request, confers with outside technical authorities and submits the request to the SRF-JRMC Chief Engineer for approval if appropriate.
- e. Training Program - Provides OJT and formal Electrical Systems training to SRF-JRMC personnel. Researches and recommends a training plan for new systems being deployed to the SRF-JRMC.

2. PROGRAM SUPPORT.

- a. Electrical Systems Instructions and Work Processes - Maintains the Electrical Systems Branch Database that includes Departure from Specifications, Conditions reports, job orders, etc. Coordinates with NSWCCD-SSES, other Regional Maintenance Centers, vendors, etc., to insure work specifications provided reflect the latest technical guidance. Develops and maintains the SRF-JRMC Electrical Systems Branch Website to provide a single source of ready references for program and technical information. Confers with internal and external customers to assist the Electrical Systems Branch Head to identify when improvement of electrical instructions and processes may be needed to meet changes in either internal and external customer requirements. 25%
- b. Interpreter/Translator Services - Translates written English procedures into Japanese to support training or for critical work item procedures when required to ensure understanding by SRF-JRMC shop or contractor personnel. Interprets for the Branch Head or for other US personnel as required to facilitate electrical systems work planning or execution.

3. Performs other related and incidental tasks as assigned

5%